



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
UNITED STATES ARMY INTELLIGENCE CENTER AND FORT HUACHUCA
1903 HATFIELD STREET
FORT HUACHUCA ARIZONA 85613-7000

13 MAY 2005

ATZS-CG

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: POLICY 128 – Army Family Team Building (AFTB) Program Participation

1. **POLICY.** The AFTB Program is an integral part of the quality of life for our Soldiers and family members. This program is one of the cornerstones that contribute to mission readiness. It provides instructional training, allowing personnel to more easily assimilate into the Army family—the heart and soul of our Army. The AFTB Program helps develop Soldiers into successful leaders and provides information regarding the issues surrounding and challenging Army families today.
2. I expect commanders at all levels to stress the importance of this program to their Soldiers and to encourage attendance throughout all AFTB levels of training for spouses and Soldiers. Highly qualified instructors conduct the AFTB training on this installation. Students who complete the level of training in the classroom begin to network within the community and have the distinct advantage of gaining knowledge from the instructor and other students.
3. **PROCEDURES.** As a matter of policy, I encourage all commanders to achieve at least a 60 percent completion rate for all spouses in their units. This can be accomplished by encouraging attendance at the classes scheduled on the installation, by sponsoring a session at the company or battalion level, or with Family Readiness Group meetings and coffees. While I recognize commanders cannot mandate training for spouses, there are incentives available, such as one to three day passes, time off, and other family activities that will encourage attendance by the Soldiers and their spouses.
4. Statistical data indicating the percentage of spouses and Soldiers completing training will be provided to the AFTB Program Coordinator.
5. **PROPONENT.** AFTB Program Coordinator, 533-3686 (Army Community Service, Building 50010).

BARBARA G. FAST
Major General, USA
Commanding

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